

MEMORANDUM

TO: Members of the Elizabeth School Board

FROM: Dan Snowberger, Superintendent

SUBJECT: Auto Renewal Clause

DATE: December 16, 2024

I wanted to inform you of the following element within my contract: “Superintendent shall, by certified mail to each member of the Board or, as an alternative - placement of the topic on the Board agenda, remind the Board of the existence of this automatic renewal clause on or before January 1 of each year, which shall be at least two (2) months prior to the Board meeting where renewal or nonrenewal is to be considered.”

My contract with the district currently is through June 30, 2026. As a result, I am meeting the obligation by bringing this to you at the regularly scheduled board business meeting in December. Should the board not desire to cancel this automatic renewal of my contract, an addendum will be presented to the board at the regular business meeting of February 10, 2025, as part of the human resources agenda. Such renewal does not constitute any change in compensation, but simply an extension of the employment contract to June 30, 2027. The board may, by its own action, consider any compensation or benefit increase either as part of the extension or at a later date.

I thank you for the opportunity to serve as Superintendent here in the Elizabeth School District. It would be an honor to continue in that role beyond June 30, 2026, if you so choose to allow me to do so.